



Airport Operations
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DATE: February 6, 2014
TO: Ground Transportation Permit Holders
FROM: Troy Stover, Airport Operations Manager
SUBJECT: Updated Fee/Fine Schedule & Acceptance of Credit Cards

The Colorado Springs Airport adopted a new fee/fine schedule for ground transportation permit holders. Affective Monday March 3, 2014 under the new fee/fine structure a nonrefundable fee will be assessed where deposits will no longer be collected.

In 2014 all transponders issued will be assessed a \$50 fee in lieu of a \$50 deposit. Additionally all active deposits prior to March 2014 will be returned to the ground transportation permittee upon renewal. All transponders issued to a company will receive a two year warranty¹ upon issuance. Moving forward, when permits expire for ground transportation, a \$25 renewal fee will be assessed. Please refer to the new Fee/Fine schedule table depicted at the end of this letter.

Example of a Ground Transportation renewal: Company ABC's permit is set to expire on April 1st, 2014. ABC Company currently has 10 transponders. Upon renewal, the Colorado Springs Airport will refund deposits for 10 transponders and issue an invoice for 10 transponders at \$50 totaling \$500, in addition to a \$25 annual permit fee. Also during the permit renewal process the Airport will need updated insurance and current contact information.

¹ There is no warranty for products determined to be, damaged or impaired as a result of a) misuse, neglect or accident; (b) improper application, installation, storage or use; (c) unauthorized repairs or modifications negligently.

The Colorado Springs Airport has started accepting credit card payments for any transactions up to \$1,000, which will enhance efficiency for our customers.

I appreciate your cooperation and assistance on this matter. Thank you for your continued support in providing Ground Transportation at the Colorado Springs Airport. If you have any questions, please do not hesitate to contact the Airport – (719) 550-1900.

2014 Ground Transportation/Courier Fee/Fine Schedule

Ground Transportation Initial Admin	\$25.00 per requestor
Ground Transportation Annual Permit	\$25.00 per requestor
Transponder Fee	\$50.00 fee for all transponders
Courier Permit Fee	\$25.00 Initial and Annual
AVI Accounting Late Billing Fee	\$10.00 per month for late billing